

PROPERTY OWNERS' ASSOCIATION 10<sup>TH</sup> AMENDED MANAGEMENT CERTIFICATE  
FOR VINEYARD HOMEOWNERS ASSOCIATION, INC.

*Per Texas Property Code 209.004 (a-1) (effective September 1, 2013) "The County Clerk of each county in which a Management Certificate is filed as required by this section shall record the Management Certificate in the real property records of the county and index the document as a "Property Owners' Association Management Certificate"*

State of Texas               §

County of Bexar           §

1.     Name of Subdivision:                     Vineyard
2.     Name of Homeowners Association:     Vineyard Homeowners Association, Inc.
3.     Location of Association:               Hwy 1604 and Huebner Road
4.     Recording Data for Association:       Maps filed at Bexar County Court under Document#:  
  960395; 960418-419; 79009-010; 970288;  
  97484-488; 970490-492; 970496-502; 970783  
  9549 pages 174 & 176; 9550 page 112
5.     Recording Data for Declaration:       All listed documents were filed at Bexar County Court:

Master Declaration, Document # 97 0030824 filed 3/1/97  
Declaration of CC&R, Document # 20070014663 filed 1/19/07  
Supplemental Declaration Sienna Woods, Document 970030825 filed 3/7/97  
Supplemental Declaration Napa Forest, Document 97030826 filed 3/7/97  
Supplemental Declaration Napa Forest II, Document 980126206 filed 7/21/98  
First Amendment to the Master Declaration, Document 970054606  
Supplemental Declaration for Provence, Document 97-0054607  
Supplemental Declaration for Tuscany Hills, Document 970054608  
First Amendment to the Supplemental Dec for Tuscany Hills filed under 98-0081326  
1<sup>st</sup> Amendment Tuscany Hills, Document 97-0081326  
Supplemental Declaration for Sienna Woods II, Document 98-0111351  
Supplemental Declaration Sienna Woods III, Document 97-0117323  
1<sup>st</sup> Amendment to Supplement Sienna Woods II, Document 98-0126204  
1<sup>st</sup> Amendment to Supplement Sienna Woods III, Document 97-01655404 & 98-0126205  
Supplemental Declaration to the Enclave, Document 980218872  
Supplemental Declaration to the Enclave II, Document 99-0184651  
Supplemental Declaration Province II, Document 99-2026497  
Use Restriction Agreement to Declaration of Covenants Running with the Land, Document 96-0073902  
Agreement to Grant Easements, Document #96-0073901, Volume 6758, Page 993.  
Assignment of Appurtenances, Document #20050143130, Volume 11480, Page 675  
Partial Assignment of Declarant Rights the Vineyard Subdivision, Document #20050063301, Volume 11295, Page 1732.

Notice of Filing Dedicatory Instruments for Renaissance at the Vineyard, Document #200302245713, Book 10318, Page 1920.

Termination of Supplemental Declaration of Covenants, Conditions and Restrictions for Renaissance at the Vineyard San Antonio, Texas: Document is attached to and filed under Book 15855, page 1163 at the County.

6. Bylaws: Filed at Bexar County under Volume 8524 Pg 0551. Amendment to the Bylaws executed 7/1/1999

Amendment to By-Laws dated 9/15/2009: Second Amendment to the Bylaws 9/19/2010 Fifth Amendment to the Bylaws 7/16/2007; Amendments are attached to this Certificate.

7. Other information the Association considered appropriate for the governing, administration or operation of the subdivision and homeowners association:

Resolutions/Policies: All resolutions and policies are filed under Doc. 20110210680, Book 15240  
Administrative Resolution No. 2008001  
Collection Policy signed 10/7/2008  
Administrative Resolution No. 2008002  
Violation Policy signed 10/7/2008  
Investment Policy-Reserve Funds Adopted 1/4/2005  
Policy on Access to Association Records Adopted 1/4/2005  
Parking Regulations and Restrictions Amended 9/5/2006  
Recreation Facility Rules, Regulations & Guidelines for 2011  
Vineyard Pavilion Rental Agreement  
Resolution Adopting Architectural Standards and Guidelines for Exterior Modifications, Changes And Additions to Existing Homes in the Renaissance at the Vineyard signed 3/6/2007 filed Under Doc# 20070060847, Vol. 12750, pg. 482.  
Administrative Resolution No. 2009001  
Towing Policy signed 6/3/2009

Resolutions/Policies/Guidelines:

All policies are attached to and filed with the Certificate filed under Doc. 20110210680, Book 15240.

Record Retention Policy

Records Inspection Policy

Payment Plan Policy

Email Registration Policy

Membership Voting Policy

Architectural Guidelines for:

Solar Panels, Flag and Flag Poles, Roof Shingles, Rain Barrels and Religious Symbol displays

Resolutions/Policies/Guidelines: All policies are attached to and filed with the Certificate filed under Book 16369, page 1288

Collection Policy

Violation Policy

Record Retention Policy

Records Inspection Policy

Payment Plan Policy

Email Registration Policy  
Membership Voting Policy  
Guidelines for Drought Resistant Landscaping and Natural Turf  
Conflict of Interest Policy  
Guidelines for Flag Display  
Religious Items Display Guidelines  
Solar Energy Device Guidelines  
Roofing Material Guidelines  
Rainwater Collection Guidelines  
Application of Payments Policy  
Guidelines for Land Use of Adjacent Lots

Towing Policy Administrative Resolution No. 20130601 effective 6/1/2014 is attached to and filed with Book 16674, page 817

Force Maintenance Policy Administrative Resolution No. 20150122 effective 3/2015 is attached to and filed at the County under Book 17090, page 1647

The below Resolutions and Guidelines are filed under Document No. PI2-20150217528-9:

Payment Plan Policy  
Electronic and Telephonic Action Policy  
Standby Electric Generator Policy

Vineyard Homeowners Association, Inc. Pool Rules are filed under Document No. 20190058127

8. Mailing Address and Contact Information for the Association and the Managing Agent:

Spectrum Association Management  
17319 San Pedro Ave, #318  
San Antonio, TX 78232  
contact@spectrumam.com  
210-494-0659  
[www.spectrumam.com/homeowners](http://www.spectrumam.com/homeowners)

9. Fee(s) related to Property Transfer:

- Administrative Transfer Fee - \$200.00
- Resale Package = \$375.00
  - Rush for Resale Package:
    - 1 business day = \$120.00 / 3 business days = \$95.00
  - Add a Rush to an existing order = \$75.00 + Cost of a Rush
  - Update for Resale Package:
    - 1-14 days = \$15.00 / 15-180 days = \$50.00
- Statement of Account only = \$120.00
  - Rush for Statement of Account only:
    - 1 business day = \$110.00 / 3 business day = \$85.00
  - Update for Statement of Account only:
    - 1-30 days - No Cost / 31-45 days = \$50.00 / 46-90 days = \$50.00

- Working Capital Fee - \$250.00
- Association Transfer Fee from Builder to Owner - \$1000.00
- Association Transfer Fee from Owner to Owner – Equals .5% of the Sale Price (Buyer pays ½ and Seller pays ½)

**Prospective purchasers are advised to independently examine the Declaration, Bylaws, and all other governing documents of the Association, together with obtaining an official Resale Certificate, and performing a comprehensive physical inspection of the lot/home and common areas prior to purchase.**

THE PURPOSE OF THIS CERTIFICATE IS TO PROVIDE INFORMATION SUFFICIENT FOR A TITLE COMPANY TO CORRECTLY IDENTIFY THE SUBDIVISION AND TO CONTACT ITS GOVERNING ASSOCIATION. THIS CERTIFICATE DOES NOT PURPORT TO IDENTIFY EVERY PUBLICLY RECORDED DOCUMENT AFFECTING THE SUBDIVISION, OR TO REPORT EVERY PIECE OF INFORMATION PERTINENT TO THE SUBDIVISION. NO PERSON SHOULD RELY ON THIS CERTIFICATE FOR ANYTHING OTHER THAN INSTRUCTIONS FOR CONTACTING THE ASSOCIATION IN CONNECTION WITH THE TRANSFER OF TITLE TO A HOME IN THE SUBDIVISION. THE REGISTERED AGENT FOR THE ASSOCIATION IS ON FILE WITH THE TEXAS SECRETARY OF STATE.

Signed this 25<sup>th</sup> day of October, 2021.

Vineyard Homeowners Association, Inc.

By: Shelby Welch  
Shelby Welch (of Spectrum Association Management), Managing Agent

State of Texas §

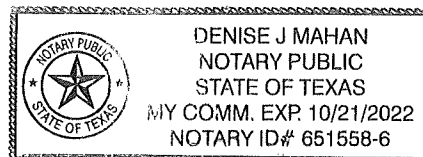
County of Bexar §

This instrument was acknowledged and signed before me on 25<sup>th</sup>  
October, 2021 by Shelby Welch, representative of Spectrum Association

Management, the Managing Agent of Vineyard Homeowners Association, Inc., on behalf of said association.

Denise J Mahan  
Notary Public, State of Texas

**After Recording, Return To:**  
**Spectrum Association Management**  
**Attn: Transitions**  
**17319 San Pedro Ave., Ste. #318**  
**San Antonio, TX 78232**



**File Information**

**eFILED IN THE OFFICIAL PUBLIC eRECORDS OF BEXAR COUNTY  
LUCY ADAME-CLARK, BEXAR COUNTY CLERK**

**Document Number:** 20210301093  
**Recorded Date:** October 28, 2021  
**Recorded Time:** 8:33 AM  
**Total Pages:** 5  
**Total Fees:** \$38.00

**\*\* THIS PAGE IS PART OF THE DOCUMENT \*\***

**\*\* Do Not Remove \*\***

Any provision herein which restricts the sale or use of the described real property because of race is invalid and unenforceable under Federal law

STATE OF TEXAS, COUNTY OF BEXAR

I hereby Certify that this instrument was eFILED in File Number Sequence on this date and at the time stamped hereon by me and was duly eRECORDED in the Official Public Record of Bexar County, Texas on: 10/28/2021 8:33 AM



*Lucy Adame-Clark*  
Lucy Adame-Clark  
Bexar County Clerk